



**Matthews Transportation Advisory Committee  
Regular Meeting Agenda  
Thursday, January 21, 2021**

The regular meeting of the Matthews Transportation Advisory Committee will be conducted remotely using the Zoom virtual meeting platform.

**TO WATCH LIVE:** The meeting will be available via Zoom. To join from a PC, Mac, iPad, iPhone or Android device, click this URL:

<https://zoom.us/j/96625741951?pwd=amVOWkpSbG9SU0ZwRXN3UDJUN0FiQT09>

**Meeting ID: 966 2574 1951 Password: 522877** (An account is not necessary to join.)

**TO LISTEN LIVE:** The meeting audio will be available by calling 888-788-0099 (Toll-free) or 877-853-5247 (Toll-free). Meeting ID: 966 2574 1951 Password: 522877

1. Call to order – Stevens
2. Roll Call and Determination of Quorum – Hough
3. Approval of the Minutes from November 19, 2020 meeting (attached) – Stevens
4. Announcements – Staff
5. Unfinished Business – Stevens
  - Speed Hump Policy - discuss draft memo for Board of Commissioners (attached)
  - Town vision statement: Vision 5. *Expanded Park and Open Space System*  
<https://www.matthewsnc.gov/files/documents/VisionStatements20191561034636013019PM.pdf>
  - Bylaws: Review the TAC Bylaws *Article II - Mission Statement* (attached)
6. New Business
  - TAC Elections
    - Article IV: "The Committee shall elect a chairperson, vice-chairperson, and a secretary... Elections shall take place in January."
  - Rezoning <https://matthewsnc.gov/pview.aspx?id=20799&catid=567>
    - 2020-725
  - Upcoming Board of Commissioners presentations
    - McKee Rd Segment A \$2M contribution reallocating to right-of-way
7. Adjournment



**Matthews Transportation Advisory Committee**

**Regular Meeting Minutes **DRAFT****

**Thursday, November 19, 2020**

1. Call to order – Stevens 7:03
2. Roll Call and Determination of Quorum – Hough
  - TAC Members: Bill Stevens (Chair), Vince Manno (Vice-chair) George Sottilo, Lou Abernathy, Bryan Hall, Donny Rhodes, Chris Hough
  - Staff: Susan Habina-Woolard
  - Others present: Michael Bywaletz, David Johnson, Mark Tofano
3. Approval of the Minutes from October 15, 2020 meeting – Stevens
  - Mr. Abernathy motioned, Mr. Stevens seconded, unanimous approval.
4. Mr. Rhodes made a motion to modify the agenda to move the Charlotte Moves update from Unfinished Business to before Unfinished business. Mr. Stevens seconded, unanimous approval with a note from Mr. Abernathy that the agenda topics may cause a long meeting, suggesting to limit presentation times.
5. Charlotte Moves update - Mr. Johnson
  - Mr. Johnson presented the Charlotte Moves program and what it means for Matthews.
  - Mr. Abernathy asked about funding sources for the program. Mr. Johnson explained that sales and property/use taxes would fund the program. There will likely be a ballot initiative to determine the future of the program and funding sources.
  - Mr. Stevens asked how the Matthews Mobility Study fits in with the Charlotte Moves program. Ms. Habina-Woolard explained the next steps in the approval process of the Mobility Study.
6. Announcements – Ms. Habina-Woolard
  - Board of Commissioners has reappointed all current TAC members
  - Ms. Habina-Woolard will be out-of-office and unreachable for the remainder of the month.
7. Unfinished Business – Stevens
  - Town vision statement: Vision 4. *Small Town Feeling and Identity*
    - Committee reviewed and discussed the vision statement.
  - Bylaws: Review the TAC Bylaws Article IV (revision markup from June meeting needs to be finalized)
    - Committee reviewed TAC Bylaws Article IV - Membership changes made during June 2020 regular meeting.
    - Mr. Manno made a motion to approve the draft TAC Bylaws with changes made during the June meeting. Mr. Sottilo seconded, unanimous approval.
    - Mr. Hough will send a marked up version of Article IV to Mr. Stevens.
  - Matthews committees collaboration

- Committee reviewed discussion notes between Ms. Habina-Woolard and Mr. Stevens.
- Ms. Habina-Woolard will bring discussion notes back to the Town Clerk.
- Silver Line task force update
  - Mr. Stevens recounted the task force discussions, actions and the presentation made to the Board of Commissioners.
  - Mr. Manno commented on the position of the proposed downtown station, asking if it could be moved across Trade St. Also commented that it was his understanding that Novant did not want the alignment or a station on their property. Additionally, asked if there was consideration for the alignment to go near a proposed transportation center.
  - Mr. Hall asked if the Rail Trail was part of the Task Force vote. Mr. Stevens stated that the Rail Trail was not discussed as part of the Silver Line Task Force.
  - Mr. Abernathy identified a proposed change to the modified Locally Preferred Alignment presented by CATS at the Board of Commissioners Special Meeting that showed a building demolished that could provide surface parking for a station at Andrew Caroline
- Speed hump policy
  - Mr. Stevens and Ms. Habina-Woolard discussed feedback they received from TAC members regarding example traffic calming policies from other towns.
  - Mr. Manno asked about traffic count requirements for traffic calming devices and if we should increase the existing count requirements.
  - Mr. Manno volunteered to draft a memo to propose a change to the existing speed hump policy.

#### 8. New Business

- Mr. Sottilo made a motion to cancel the December TAC regular meeting. Mr. Abernathy seconded, unanimous approval.
- Rezoning <https://matthewsnc.gov/pview.aspx?id=20799&catid=567>
  - Ms. Habina-Woolard reviewed plans for upcoming rezoning requests
- Upcoming Board of Commissioners presentations
  - Ms. Habina-Woolard reviewed the transportation items to be presented at the next Board of Commissioners meeting:
    1. Consider Turning Movement at S. Trade St and Stagecoach Dr.
    2. Consider amendments to the Matthews Comprehensive Transportation Plan
    3. Receive information on Downtown Mobility and Parking Study document updates.
- CTAG recent meetings update
  - Mr. Rhodes reviewed the items discussed in recent CTAG meetings:
    1. Silver Line presentation by CATS
    2. CATS bus ridership and route updates
    3. CATS Strategic Energy Action Plan, potential partnership with Duke Energy
    4. CATS COVID policies, precautions, and plans

#### 9. Adjournment - 9:58

- Mr. Manno motioned to adjourn. Mr. Abernathy seconded, unanimous approval.

# **MATTHEWS TRANSPORTATION ADVISORY COMMITTEE BYLAWS**

## **ARTICLE I- NAME**

The Matthews Transportation Advisory Committee hereinafter referred to as "TAC"

## **ARTICLE II- MISSION STATEMENT**

The mission of the Matthews Transportation Advisory Committee (TAC) is to provide accurate and timely advice to Matthews Board of Commissioners on issues involving the transportation of people or goods within the greater Matthews area. In addition, TAC will provide a first level of evaluation and interface between individuals or businesses and the Town; expressing concerns about or requesting modification to existing transportation system(s) in Matthews. TAC members will act as Matthews' eyes and ears in the surrounding communities and collect pertinent information regarding transportation issues; issues that may present opportunities for or create obstacles to an efficient transportation system within the Town.

## **ARTICLE III - SCOPE OF WORK**

The TAC will:

- (1) Report on a regular basis to the Matthews Board of Commissioners;
- (2) Attend relevant local, regional and state transportation meetings when possible;
- (3) Make recommendations to the Town Board on issues referred to it by the Board such as speed hump placement, traffic calming, etc.
- (4) At the direction of the Town Board be the contact and/or review body for transportation issues from residents, outside agencies or towns, Town of Matthews staff and Commissioners.
- (5) Assist in the development of a master transportation system plan to include, but not be limited to: current and future roads and location of the same; mass transit corridors and infrastructure types; car-van-bus pools/park & ride solutions; pedestrian greenways; bike paths;
- (6) Provide input into a future Matthews Transit Center;
- (7) Provide review input on major projects that may affect transportation such as major area rezonings

December 9, 2020

Mayor John Higdon

Matthews Town Commissioners

The Transportation Advisory Committee would like to modify our current Speed Hump Policy for the Town of Matthews. We feel our current policy does not encompass all options that may be available to better serve some of the streets and housing developments in our town.

We would like to change the title of the policy from Speed Hump policy to Traffic Calming policy. Traffic Calming references several options to be considered to slow traffic rather than just a speed hump to slow traffic down in some areas of the town.

The committee would also like to suggest changes to the current policy, for example, the use of speed humps, which is our only option, is not always the best option in every case, but the current policy does not provide other more suitable options to be considered depending on the specific street or development.

After researching we found three towns in North Carolina who have Traffic Calming policies and procedures of which Ayden appeared to have the best option that may fit the Town of Matthews the best. The other towns also had some good ideas that maybe we can extract from their policies. None of the three towns was a perfect fit.

As a result of this preliminary study by the committee, we recommend the Town Board of Commissioners authorize funds for a professional engineer or firm to review our current speed hump policy and develop a traffic calming policy that will best fit the Town of Matthews and its vision statements.

Thank you for your time and consideration in this matter,

Vince Manno

Vice-Chairman

Transportation Advisory Committee

CC:

Bill Stevens, Chairman, Transportation Advisory Committee

Susan Habina-Woolard, Staff Advisor, Transportation Advisory Committee and Engineer, Town of Matthews